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Pattie J. Groves Health Center
MOUNT HOLYOKE COLLEGE
South Hadley, Massachusetts 01075
Telephone 413 538-2121

January 7, 1980

TO: Members of WMHC Advisory Committee

FROM: Paul Ryack, M.D.

The next meeting will be on Tuesday, January 22, 1980 at 4:15 PM at the Health Center Library.

Agenda:
1. Fund raising status
2. License application
3. Posting of First Class License

JAN. 22 1980

Judy Gooch

Ann - call Adams -

Patricelli

Muriel Fdn - Denied

ABC pending.

1st cl - college staff - compensation from salary -

To Merrill - Joan -

college's culpability -

Public file -

MW Tech - Screening

Station budget for outside proofs — $50

E-lab doesn't equipment

Office of the Dean of Students
MOUNT HOLYOKE COLLEGE
South Hadley, Massachusetts 01075

Telephone 413 538-2550

February 29, 1980

TO: Merrill Ewing

FROM: Rita Byrne, Associate Dean of Students RAB
Paul Ryack, M.D. PRR

RE: Operator's License of WMHC

In accordance with our recent discussions, this is to request that the Electronics Services Department take formal responsibility for providing a Radio Operator with a Federal Communications Commission First Class Radio Telephone License, who will post his license at, and be the licensed operating engineer of WMHC, in compliance with FCC regulations. We understand that Kenneth R. McCormick has agreed to post his license from March 1 thru June 30, 1980, and that William W. Farrington has agreed to post his license thereafter. We recommend that the operating engineer be paid a fee of $600 per annum, to be provided by the College.

We feel this is a legitimate college budget item, not a SGA Activity Fund item since the station is owned by MHC Trustees and the President, and all FCC legal obligations would be under their auspices.

We will appreciate your help in this matter.

RAB/mg

Business Manager
MOUNT HOLYOKE COLLEGE
South Hadley, Massachusetts 01075

MEMORANDUM March 18, 1980

To: Bob Moynihan

From: Merrill Ewing

Subject: Kenneth R. McCormick--Compensation for Use of First Class Radio License

The College has agreed that Kenneth R. McCormick will post his first-class radio license as the operating engineer of WMHC. We have also agreed that this should be done effective March 1, 1980, and continue through June 30, 1980. The additional compensation for Mr. McCormick will be $50 per month.

It is anticipated that Mr. William W. Farrington will serve as the licensed operating engineer of WMHC after July 1, 1980.

ME/gm

cc: Rita Byrne
Paul Ryack, M.D.

P.S. A new position will be needed under Account Number 1.628 Administrative Miscellaneous.

W. THEODORE PIERSON
HAROLD DAVID COHEN
LOWELL J. BRADFORD
ROBERT B. YORTY
WILLIAM O. BITTMAN
PETER D. O'CONNELL
ROBERT B. HANKINS
J. LAURENT SCHARFF
FRANCIS T. COLEMAN
WILLIAM S. D'AMICO
BRIAN A. JOHNSON
FREDERIC T. SPINDEL
GORDON W. HATHEWAY, JR
GEORGE R. CLARK
JOHN R. ERICKSON
MICHAEL MINNIS *
NORMAN L. EULE
T. TIMOTHY RYAN, JR.
BENJAMIN J. GRIFFIN
VAUGHN W. ROYAL
BENJAMIN F. P. IVINS
MAURICE BASKIN
ELIZABETH B. CARDER
E. MICHAEL FLANAGAN

* NOT A MEMBER OF D. C. BAR

HARRISON T. SLAUGHTER
DEAN BURCH
WILLIAM F. WETMORE, JR.
WILLIAM A. GEOGHEGAN
DAVID MACHANIC
WILLIAM S. GREEN
VIRGINIA LEE RILEY
W. THEODORE PIERSON, JR.
JAMES J. FREEMAN
THOMAS C. FOX
WILLIAM H. FITZ
STEPHAN E. LAWTON
LEON J. SCHACHTER
MARK J. TAUBER
JOHN J. DUFFY
RICHARD M. SINGER
JOEL M. HAMME
JACK N. GOODMAN
J. MANNING LEE
JOAN T. BOARDMAN
MICHAEL F. MARINO, III
JERALD N. FRITZ
LAWRENCE E. CARR III

Pierson, Ball & Dowd
1000 Ring Building
1200 18th Street, N.W.
Washington, D. C. 20036

TEL. (202) 331-8566
CABLE ADDRESS "PIERBALL"

OKLAHOMA OFFICE
CITY NATIONAL BANK TOWER
SUITE 750
OKLAHOMA CITY, OKLA. 73102
TEL. (405) 235-7686

FREDERIC J. BALL (1965)
VERNON C. KOHLHAAS (1971)

ROBERT E. HODSON
RETIRED (1975)

OF COUNSEL
THOMAS N. DOWD

May 8, 1980

Dr. Paul Ryak
Chairman of WMHC Advisory Committee
Mount Holyoke College
South Hadley, Massachusetts 01075

Dear Dr. Ryak:

The first class engineer that was supposed to call me on Tuesday did not do so, or at least I never received his call.

By my letter dated December 14, 1979, addressed to President Keenan, I recommended the preparation and submission of a supplemental statement from the engineering consultant setting forth the number of households that would be affected by the interference due to short spacing of WMHC with WMUA. Such a showing should support the "de minimis" claim of the overlap of the two signals.

We contacted Mr. Edward F. Perry concerning the preparation of such a statement which I also believe I requested of him a showing not only of the percentage of the area within the 1 mv/m contour of WMUA that would be affected by the interference, but also a statement from him indicating the very small percentage of the population within said contour in relation to the number receiving interference-free service that would be affected. I first called him on December 18, 1979. At that time he stated that he could not furnish the information until after the first of January. I called him again on January 18, 1980 and he promised to have the material delivered by the end of the next week. I called him seven additional times and each time he promised to have the material by a given date, but never delivered. While we would prefer to have the short affidavit from Mr. Perry, it is not absolutely necessary. It is believed that the station engineer could prepare a rather short affidavit to support the claim of "de minimis" interference.

To determine the area of interference, reference is made to Figure 1-1 of the WMHC Engineering Exhibit which shows the area over which the WMUA 60 dbu contour overlaps the WMHC 80 dbu contour. In paragraph 2-2 of the Engineering Exhibit said area is described as "less than 0.3 square miles and represents less than one quarter of one percent of the total WMUA service contour." This appears to be a true statement, although not supported by the exhibit.

Referring again to Figure 1-1, in the area of overlap of the two contours you will note a number of dots which appear to represent households in the area. It is suggested that you have your engineer either count these dots and multiply the number counted by four (which appears to be the standard practice), or better still, have him contact each house in said area and thus determine the actual population within the less than 0.3 square mile area that would be affected. Then, it is believed that for the reasons hereinafter set forth that your engineer could make a study based upon the U.S. Census population for July 1, 1975. It is believed that such study would reveal that the following communities, among others, are served with a 1 mv/m (60 dbu) signal by WMUA: Amherst, 30,127; Hadley Town, 3,772; Northampton, 30,173, for a total of 64,072. I would like to have your engineer examine this, especially to be certain that all of Northampton is served. If I am correct that all three communities are served then the total given could be stated as "at least 64,072."

I am enclosing herewith xerox data which constitutes application materials filed back in 1970 by the University of Massachusetts for Station WMUA at the present site, with the present power and antenna height. Exhibit F attached thereto can be referred to but should not be used inasmuch as the 60 dbu and 70 dbu contours shown thereon are based upon propagation curves that are no longer in effect. However, the heights above average terrain may be used by your engineer to compute the distances to the 60 dbu (1 mv/m) contour. On the bearings 1°, 45°, 90° and 135°, the effective antenna height is either negative or less than 100 feet. The standard practice in computing coverage would be to assume a 100 foot height above average terrain for each of said directions. Then apply 179' for 180°, 330' for 225°, 148' for 270° and 243' for 315°. It is believed that your engineer's examination of the F(50,50) curves now in effect for FM would indicate the following distances to the 60 dbu (1 mv/m contour: 6.3 miles in the direction of 0°, 45°, 90° and 135°; 8.5 miles in the direction of 180°; 11.5 miles in the direction of 225°; 6.7 miles in the direction of 270° and 9.5 miles in the direction of 315°. Considering these distances would produce an average

radius of 7.675 miles (i.e., 6.3, 6.3, 6.3, 6.3, 8.5, 11.5, 6.7 and 9.5 miles) which indicates a total area of 185.0 square miles (7.675^2 X π). Of course, your engineer could follow this procedure but make his own findings from the enclosed F(50,50) curves with respect to the radius in each of the eight directions. On the basis of 185 square miles the interference area percentage would be less than one quarter of one percent (viz., 0.3/185 - 0.0016).

Please have your engineer call me as soon as he has had an opportunity to read this. President Keenan should be prepared to go ahead and sign the application.

Sincerely yours,

PIERSON, BALL & DOWD

Harrison T. Slaughter

Harrison T. Slaughter

HTS/mea
Enclosures

MOUNT HOLYOKE COLLEGE HEALTH SERVICE
(Progress Report)

NAME _____ CLASS _____

Date

Sept 3 1980

Dear Mrs. Kennan, Embarrassment

It is with some embarassment that I write to you now to correct a clerical omission that changed the meaning of one of the paragraphs in my report of the WMHC Advisory Committee, dated June 20, 1980. omission

The last paragraph on page 1, continued on page 2, should read as follows:

[Red outlined ¶
rough draft p.3]

Please accept my apologies for any inconvenience.

Sincerely yours,
Paul R Ryaca
Chairman, WMHC
Advisory Comm.

cc: Joan Davis
Joan Steiger
Rita

Date

WMHC Advisory Committee

Report to the President June 1, 1980

Dear Mrs.Kennan,

The WMHC Advisory Committee was appointed by you in response to a request of the students active in the college radio station, with support from the Dean of Students' Office. With increasing administrative and technical burdens, it was becoming evident that students were not to be expected to run a radio station without any guidance. In addition, since the station is licensed to the President and Trustees of Mount Holyoke College (not to SGA) it seemed that some mechanism needed to be implemented for administrative supervision. Concern was precipitated by the Federal Communications Commission's docket 70235, which mandated minimum operating time for all noncommercial radio and television stations, a constraint to which WMHC had not previously been subject, and established new rules affecting the operation of 10 watt stations, making it necessary for them to submit an application for upgrading to a mimimum of 100 watts, or plans to vacate their present operating channel, by January 1, 1980.

The Committee's members are: Rita Byrne, Judy Gooch, Donna Aronson, William Farrington, Susan Snively, Joan Steiger, and Paul Ryack.

The Committee met several times, at six to eight week intervals, during the school year. In addition, there were two formal meetings with the WMHC (student) Board of Directors.

Paul Ryack was elected chairman by the Committee.

The Committee addressed itself to several major issues confronting the radio station, including the necessity for technical and administrative support from the college, as well as problems concerned with public service aspects of programming, quality of programming in general, professionalism, ~~and~~ student leadership, and fund-raising.

~~It should be recognized that~~

As far as coping with Docket 20735 was concerned, the students, aware of its importance, and with support from Rita Byrne's office, had started to try to ~~make plans~~ mobilize late in 1978. As the~~ir self-imposed~~ deadline ~~of~~ grew nearer, it became obvious that outside expertise was needed, and Joan Steiger ~~provided yeoman~~ volunteered her service.

~~xxxxxxxxx~~

The students performed a very thorough survey to ascertain ascertain South Hadley's community problems, ~~in South~~ and made ~~proposals~~ plans to air programs to help meet these needs. Mrs. Steiger supplied guidance in performing this survey, as well as working long hours with the students in preparation of the FCC forms which had to be completed to apply for license upgrading, ~~to 100 watts~~. The completed application was submitted to you in early December, 1979. The delay in it's filing with the FCC by Pierson, Ball, and Dowd, was due to their feeling that the engineering report that was part of the application was not satisfactory. I should like to stress that this part of the application was provided not by the students, but by Mr. Edward Perry, who was hired as a technical consultant by the students before this committee was appointed. Mr. Perry's fee of approximately $1000 was paid out of the original operating budget. It was not until late May, 1980, well after the FCC's original deadline for filing for upgrading had passed, that the application was felt suitable for filing by Mr. Slaughter of PB&D. He believes that the deadline can be circumvented, and we hope he proves correct.

The next externally imposed administrative task will be the filing for renewal of license (regardless of action on the application for upgrading) which must be completed by the end of the calendar year. Work had already begun on this task, again with guidance primarily from Joan Steiger.

~~Perhaps the most~~ A very important substantive contribution of the year was the successful negotiation with the Electronics Services Laboratory for formal technical support of the station. For several years, there ~~were~~ had been several legal discrepancies, including the lack of a licensed engineer to oversee the station's (technical) operation. This reponsibility devolves upon the station licensee, and so it seemed appropriate that college resources were called upon to ~~be~~ supply the mandated technical backup. Under the new arrangement, one of the personnel in Electronics Services will be designated as Chief Engineer, will post his First Class Radiotelephone License at the station, and have the responsibility of transmitter maintainence for which he is paid $50 per month. This arrangement has proved satisfactory so far. A major transmitter failure was repaired within hours in February, and several minor problems also were solved.

Fund raising will continue to be a major problem, for money ~~funds~~ must be generated to purchase new equipment. Unlike the Yearbook or college newspaper, the radio station is prohibited from selling advertising, so it must rely on other methods for raising money. Several hundred dollars were donated ~~raised~~ during a WMHC Weekend Marathon in April, but the station must continue to work with the Development Office to seek other support.

The committee feels that it addresses a need that really did not exist when the station was first licensed. It is not fair to burden the students active in the station with the legal and administrative responsibilities that lie with the licensee, responsibilities that are more demanding now than they were in the past. In addition, the students should not be expected to have either the technical expertise to make sound decisions regarding equipment purchases or the skills necessary to maintain the existing studio equipment. Indeed these problems are unique to the radio station among all the student activities, and demand the back-up that the committee seeks to provide. Perhaps if the Administration had been more involved with the station prior to the past year, the difficulties it experienced with Mr. Perry would never have occurred.

The committee plans to meet with the students early in the Fall, 1980, term, to help them set their goals and priorities for the longterm successful operation of the station.

We feel we are off to a good start, and look forward to working with the students in the coming academic year.

Respectfully Submitted,
Paul R. Ryant
Chairman

WMHC
Radio Station of
MOUNT HOLYOKE COLLEGE
South Hadley, Massachusetts 01075
Telephone 413 538-2044

September 30, 1980

Mike Bone
V.P., AOR Promotion
Arista Records, Inc.
Arista Building
6 West 57th Street
New York, NY 10019

Dear Mr. Bone:

We were very sorry to receive your letter of August 18, in which you informed us that in the future, WMHC will have to pay an annual subscription fee of $150 to receive further service from your company.

Like most small college stations, we are unable to afford this fee; more importantly, we feel that to pay it would set an undesirable precedent for record company-college radio relations. It is an unfortunate fact that most record companies do not sufficiently appreciate the contribution of college radio to the industry as a testing ground for new artists and types of music.

Therefore, to protest your change in policy, WMHC will no longer give air time to records by Arista artists. We hope that you will reconsider this policy, for in the past we have always received fine service and high-quality product from your company.

Sincerely,

Kristin Kittle
Leslie Mills

Kristin Kittle
Leslie Mills
Music Directors

WMHC
Radio Station of
MOUNT HOLYOKE COLLEGE
South Hadley, Massachusetts 01075
Telephone 413 538-2044

December 1, 1980

Mrs. Joan B. Davis
Assistant to the President
Mount Holyoke College
South Hadley, Massachusetts

Dear Mrs. Davis,

I am writing to you on behalf of the WMHC Advisory Committee, after consultation with and approval by Dean Ruth Warfel, to ask that the responsibility for the license of WMHC and custody of the station's files be assigned to the Dean of Students' Office.

Historically, the WMHC files became the responsibility of the Treasurer's Office when Mary Thornton's tenure as Purchasing Agent came to an end. This arrangement has several disadvantages:

1. With the press of other business, the Treasurer's Office must of necessity make the radio station a low priority item. Federal deadlines for filing applications are not appreciated until the last minute, and thus may not be planned for ahead of time.

2. All Federal Communications Commission mailings are directed to the Treasurer, not to the station's "real" operators, the students. This has been particularly troublesome during the past two or three years, when regulations changes affecting the station have been frequent and of great importance.

3. Since students do not usually have contact with the Treasurer's Office, no channel of communication exists for coordination of the legal administration and daily operation of the station. Thus, rules changes have not been made known to the students, nor has there been timely planning for routine administrative tasks.

We submit that if the responsibility for maintaining the station's files be transferred to the Dean of Students, these problems would be obviated.

1. The file would be more easily accessible to students who are used to dealing with the Dean's Office.

WMHC
Radio Station of
MOUNT HOLYOKE COLLEGE
South Hadley, Massachusetts 01075
Telephone 413 538-2044

2. Since the station is student-run, overseeing its operation is an obvious function of the Dean's Office. We anticipate that as a major extracurricular activity, the station would be of relatively high concern among the responsibilities of the Dean's Office, hence the administrative obligations of the licensee would be more faithfully discharged than they have been.

3. Easy communication between the Dean's Office and the students is reflected in frequent meetings of the Station Manager and the Associate Dean. Thus all FCC mailings could be easily relayed to the station's student Board of Directors.

This change would necessitate removal of all documents and records, including the Public Inspection File, as well as the copy of the FCC's Rules and Regulations, from the Treasurer's Office to the Dean of Students' Office. Notice of this change would need to be submitted to the Federal Communications Commission.

The WMHC Advisory Committee unanimously endorses this proposal. We ask that you give it early consideration.

For the Committee,

Paul R. Ryack, Chairman
Paul R. Ryack
The Committee:
Rita Byrne
William Farrington
Judy Gooch / Barbara Aubrey
Joan Steiger

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The WMHC Advisory Committee unanimously endorses this proposal. We ask that you give it early consideration.

For the Committee,

Paul R. Ryack, Chairman
Paul R. Ryack
The Committee:
Rita Byrne
William Farrington
Judy Gooch / Barbara Aubrey
Joan Steiger

1-/4/80

Mtg c̄ Art, Joan Davis

(1) Doesn't want written w/o
Phone call enough – but follow-up } document calls. + time. person

(2) Emergency calls as is

(3) Grant will be done – installation –

(4) ESAC member

a commitment for the summer – 8/81

Electronic Services Department

MOUNT HOLYOKE COLLEGE SOUTH HADLEY, MASSACHUSETTS 01075

Dec. 8, 1980

To: The Advisory Committee on WMHC

From: Art Chace
Director of Electronic Services

To help each of you evaluate allegations made at our Dec. 4th meeting that the Electronic Services Department has shown lack of concern for the needs of WMHC and further that the department has failed to comply with previously agreed upon procedures for working with WMHC, I have prepared the attached list of services performed for WMHC during the past three months of station operation.

Although some dates and other particulars are not available I assure you that this list has been painstakingly prepared and checked thoroughly with each member of the Electronic Services staff as well as with the chairman of your committee, Dr. Ryack, and we are in agreement as to the completeness and accuracy of this list.

I call your attention to these points in particular:

(1) Each of the items with an asterisk was performed outside of normal business hours.

(2) Each item with William Farrington's name or Ken McCormick's name in the "requested by" column indicates a corrective action which was initiated by a member of the Electronic Services staff with no previous request having been made by the WMHC staff or its advisory board chairman.

(3) Most requests for service were initiated either by members of the Electronic Services staff or by your own chairman, Dr. Ryack. Relatively few requests were initiated by the agreed upon procedure whereby the student Assistant Engineer was to take responsibility for monitoring the day to day operation of the station and was to report any problems to the chief engineer.

(4) In at least one instance (we believe there have been others) a person with no formal affiliation with either WMHC or with Mt. Holyoke College was allowed to perform maintenance on the transmitter without consulting with the chief engineer.

I submit to you that this record indicates a real concern on the part of the Electronic Services staff for the continued and proper operation of our college radio station. This is a different view than that which was presented repeatedly during our meeting yesterday by your chairman and which was assented to and apparently accepted by at least three other members of the committee in attendance.

In order to provide the best possible service to WMHC in the future, while at the same time allowing the operation of the station to be for the students the learning experience which we all feel it should be, the following changes are put forth.

Effective immediately:

(1) The Electronic Services staff will respond to routine maintenance requests only from the Student Assistant Engineer or the Station Manager. Emergency problems relating to the station's ability to remain on the air will of course be acted upon immediately. Such requests may be initiated by any member of the WMHC staff and should be directed to the Chief Engineer or the Director of Electronic Services.

(2) Problems of a routine nature,if noted by a member of the Electronic Services staff, will be reported to the station's Assistant Engineer so that the student Engineer and her staff will have the opportunity to effect as many repairs as possible "on their own". Members of the Electronics Services staff (including the Chief Engineer) will not undertake any repairs until such time as their services are requested by the Student Engineer or the Station Manager. Requests of a non-emergency nature from any other source will be refused with the recommendation that the problem be brought to the attention of the Assistant Engineer or the Station Manager.

(3) All requests for service by the Assistant Manager, the Station Manager or other members of the WMHC staff (who would be reporting emergency requests only) will be assigned a work order number by this department. This number will be given to the Assistant Engineer at the time of the request and should be referred to when following up on service requests.

The above procedures will enable the Electronic Services Department to provide the greatest amount of service to the station without the student staff being dominated by the Chief Engineer or any other individual.

III

The following recommendations to your committee are offered in conjunction with these changes:

(1) Problems relating to the amount and quality of services provided to the station should be raised with the WMHC Advisory Committee which in turn could discuss such problems with the Director of Electronic Services and/or the Electronic Services Advisory Committee.

(2) Problems relating to the care of equipment and regard for proper operation of the station by the student staff of WMHC should be called to the attention of the Student Engineer and the Station Manager by the Chief Engineer. Persisting problems of a nature which could affect the licensing of the station should be brought to the attention of the Advisory Committee by the Chief Engineer or the Director of Electronic Services.

(3) As was suggested at our meeting, the WMHC Advisory Committee might seek to be represented on the Electronic Services Advisory Committee or it might only be necessary for representatives of your committee to meet with the electronics committee. At such a meeting you could discuss your concerns vis-a-vis the relative priority that should be assigned to the needs of WMHC by the Electronic Services Department.

I have discussed these matters in detail with each member of the Electronic Services staff and have outlined to them some of your concerns. We in the Electronic Services Department are committed to providing the highest possible quality of service to WMHC. We will make every effort within the constraints imposed upon us by the Administration (in consultation with the Electronic Services Committee) and within the natural limits imposed by our available resources to provide this high level of service which you have a right to expect.

Our department is planning to provide approximately 250 man hours of installation labor in August of 1981 in support of the expanded broadcast facilities which you are seeking. This commitment is contingent upon availability of the equipment during the month of August and adequate staffing of the Electronic Services Department at that time.

In order to maintain clear lines of authority and to avoid unwarranted pressures on a valuable member of the Electronic Services staff I have asked William Farrington to resign his position as a member of the WMHC Advisory Committee.

Regards,

Art Chace

cc: Advisory Committee on WMHC

P. Ryack	R. Byrne	S. Snively
D. Aronson	W. Farrington	J. Steiger
B. Aubrey	J. Gooch	

Advisory Committee on Electronic Services

K. Williamson	W. Gass	C. St.Clair
J. Cohen	H. Nicholson	
A. Edmunds	C. Smith	

Mrs. Kennan
Mrs. Davis

Description of Problem and Service Performed	Date of Request	Date Completed	Work Order #	Requested By	Response Time	Labor Time Required APPRX.
					Days	Hours
	SEP '80					
Transmitter blows fuses Replaced rectifier tube				Student	0	2
Transmitter loses RF output intermittently Replaced tubes Repaired by non-MHC person without consulting w/Chief Engineer				P. Ryack P. Ryack Student	0 0 * 0	4
Check speed on turntables Clean 2 turntables in production studio Disassembled and cleaned turntables				Asst. Eng. Asst. Eng. C. StClair	7 7 0 14	2
Replace 2 stylii and adjust tone arm Replaced and adjusted Found bad cartridge and replaced	Aug.			P. Ryack	PRIOR TO START OF FALL BROADCASTS	1 2
	OCT '80					
Set up remote broadcast from Gamble Auditorium for forum on racism	10-1		50	Asst. Eng.	EQUIPMENT CHECK-OUT DAY PRIOR — INSTALLED ON DAY OF BROADCAST & MONITORED DURING BROADCAST	4
Dyna monitor amp in production studio burned out Bad XFMR. Not currently available from mfg.	10-1	10-16	40	Asst. Eng. P. Ryack	13 2	2.5
Provide temporary replacement for monitor amp Removed unit from amphitheatre equipment and installed at WMHC	10-16	10-26		P. Ryack	10	2
Check out, I.D. tag, and install FM monitor	10-6	10-21	51	P. Ryack	15	3
Perform modulation check				K. McCormick W. Farrington	0 *	1
Balance tone arm				William Farrington	0 *	0.5
Balance tone arm				Ken McCormick	0	0.5
TEAC R/R in main studio jammed Reel rubbing against console Shimmed recorder in its mount				Student	0	.5
Repair TTY Ribbon installed incorrectly				Farrington Farrington Farrington	0 * 0 * 0 *	0.5 0.5 0.5

Description of Problem and Service Performed	Date of Request	Date Completed	Work Order #	Requested By	Response Time	Labor Time Required
	NOV '80				Days	Hours
Noise on new FM monitor Reconnected antenna	11-5	11-6		P. Ryack	1	.5
Intermittent playback on channel 1 of Advent cassette deck Repaired connector on ckt board	11-5	11-6		P. Ryack (SOME PREVIOUS REQUESTS BY P. RYACK OR ASST. ENGR. MAY HAVE BEEN MADE)	1	1
EBS monitor gates inappropriately	11-5	12-4	86	P. Ryack	29	8.5
Crosstack between cue, program & audition channels on master board, also oscillations in various channels also power supply adjusted to maximum output (10 volts above specified 30 volt output) Replaced capacitor in cue amp and readjusted power supply to proper output	11-25	11-25		William Farrington	0 *	1
Perform frequency check				P. Ryack	3	4
Assist in preparation of license renewal				M. Ewing	5	5
Repair TTY Ribbon installed incorrectly				William Farrington	0 *	0.5
Repair TTY Ribbon installed incorrectly				William Farrington	0 *	0.5
Repair TTY				William Farrington	0 *	0.5
Balance tone arm				William Farrington	0 *	0.5
Balance tone arm				Ken McCormick	0	0.5
Provide equipment recommendations for power increase, stereo capability and other new equipment	11-17			P. RYACK	REQUESTED FOR JAN 81 — IN PROGRESS	3
Adjust final output stage				William Farrington	0 *	.5
Repair broken jack on TEAC reel-to-reel recorder in production studio				William Farrington	*	1.0

Description of Problem and Service Performed	Date of Request	Date Completed	Work Order #	Requested By	Response Time	Labor Time Required
					Days	Hours
Construct and install patch cord for TEAC reel-to-reel recorder in production studio to enagle off the air recording	Q			William Farrington	0 *	3.0
No audio Switches in wrong position				William Farrington	0 *	.5
No audio Limiter turned off and master gain turned off				William Farrington	0 *	.5
TTY repair				William Farrington	0 *	0.5
	DEC '80					
No audio Limiter turned off and master gain turned off	12-1	12-1			0 *	.5

Electronic Services Department

MOUNT HOLYOKE COLLEGE SOUTH HADLEY, MASSACHUSETTS 01075

Dec. 9, 1980

To: The General Manager and The Assistant Engineer - WMHC

From: Art Chace
Director of Electronic Services

Because of some problems that have occurred in the past with the service provided to WMHC by the Electronic Services Department staff, we are making some changes. In order to provide the best possible service to the station in the future, while at the same time allowing the operation of the station to be for the students the learning experience which the Advisory Committee on WMHC feels it should be, the following changes are put forth.

Effective immediately:

(1) The Electronic Services staff will respond to routine maintenance requests only from the Student Assistant Engineer or the Station Manager. Emergency problems relating to the station's ability to remain on the air will of course be acted upon immediately. Such requests may be initiated by any member of the WMHC staff and should be directed to the Chief Engineer or the Director of Electronic Services.

(2) Problems of a routine nature, if noted by a member of the Electronic Services staff, will be reported to the station's Assistant Engineer so that the student Engineer and her staff will have the opportunity to effect as many repairs as possible "on their own". Members of the Electronics Services staff (including the Chief Engineer) will not undertake any repairs until such time as their services are requested by the Student Engineer or the Station Manager. Requests of a non-emergency nature from any other source will be refused with the recommendation that the problem be brought to the attention of the Assistant Engineer or the Station Manager.

(3) All requests for service by the Assistant Manager, the Station Manager or other members of the WMHC staff (who would be reporting emergency requests only) will be assigned a work order number by this department. This number will be given to the Assistant Engineer at the time of the request and should be referred to when following up on service requests.

We hope that these procedures will enable the Electronic Services Department to provide the technical oversight rightly required by the licensee, that is, the President and Trustees of Mount Holyoke College, and will provide the greatest possible amount of service to the station without the student staff being unnecessarily interferred with or dominated by the Chief Engineer or any other individual.

I believe these policies are consistent with the stated objectives of the Advisory Committee on WMHC and the desire of the WMHC staff that a high level of technical support be provided while at the same time student staff are given the maximum opportunity to learn-by-doing and to accept responsibility for the quality of the college radio station.

Should difficulties develop with the service provided to WMHC by this department, I hope you will notify me of such problems. Further means of correcting shortcomings of the service provided would of course be a matter to be taken up with your Advisory Committee. I have recently made some recommendations to this committee regarding possible corrective actions that could be taken in the unlikely (we hope) event that service from this department is deemed to be inadequate. These recommendations also included procedures that might be adopted in the equally unlikely (we hope) event that shortcomings of your staff are observed in regard to equipment care and concern for proper operation of the station.

May I suggest that you develop procedures within your staff for recording service requests and the actions taken in response to these requests. Also it would be helpful if you would establish a regular scheduled meeting, say once a week, to discuss technical needs and equipment problems with the Chief Engineer, Ken McCormick.

Art Chace

Art Chace
Director of Electronic Services

cc: Mrs. Kennan
L. Macellaro
K. McCormick
P. Ryack
K. Williamson

January 7, 1981

Elizabeth Kennan, President
Mount Holyoke College
South Hadley, Massachusetts

Dear Mrs. Kennan:

This is to let you know that WMHC, with the knowledge of the Development Office and the guidance of the WMHC Advisory Committee, intends to apply for a grant to underwrite studio and transmitter upgrading, offered by the National Telecommunications and Information Administration of the U. S. Commerce Department.. We expect to ask for about $20,000 in a 3 to 1 matching grant.

Sincerely yours,

Paul R. Ryack, M.D.
Chairman, WMHC Advisory Committee

PRR/ek

copy to: Joan Davis
Merrill Ewing

January 7, 1981

Joan Davis, Assistant to the President
Mount Holyoke College
South Hadley, Massachusetts

Dear Ms. Davis:

This is to let you know that WMHC, with the knowledge of the Development Office and the guidance of the WMHC Advisory Committee, intends to apply for a grant to underwrite studio and transmitter upgrading, offered by the National Telecommunications and Information Administration of the U. S. Commerce Department. We expect to ask for about $20,000 in a 3 to 1 matching grant.

Sincerely yours,

Paul R. Ryack
Chairman, WMHC Advisory Committee

PRR/ek

copy to: Elizabeth Kennan
Merrill Ewing

January 7, 1981

Merrill Ewing, Treasurer
Mount Holyoke College
South Hadley, Massachusetts

Dear Mr. Ewing:

This is to let you know that WMHC, with the knowledge of the Development Office and the guidance of the WMHC Advisory Committee, intends to apply for a grant to underwrite studio and transmitter upgrading, offered by the National Telecommunications and Information Administration of the U. S. Commerce Department. We expect to ask for about $20,000 in a 3 to 1 matching grant.

Sincerely yours,

Paul R. Ryack
Chairman, WMHC Advisory Committee

PRR/ek

copy to: Elizabeth Kennan
Joan Davis

UNITED STATES DEPARTMENT OF COMMERCE
National Telecommunications and
Information Administration
Washington, D.C. 20230

January 12, 1981

Ms. Kaye Davis
204 N. Rockefeller College
Mt. Holyoke College
South Hadley, MA 01075

Dear Kaye:

Just a notel to tell you that I received the materials regarding your radio station.

I commend your efforts in trying to maintain the station and your interest in serving both the needs of the community and student body. I have forwarded the materials to Dr. JoAnn Anderson, Program Officer, for NTIA's Public Telecommunications Facilities Program. Dr. Anderson handles matters in your area and should be in touch with you soon.

Look forward to hearing from you.

Sincerely,

Darlene Tolbert Palmer
Program Manager
Minority Telecommunications
Development Program

dtp:tj

cc: Paul Ryack
JoAnn Anderson

[illegible]

JAN. 1 0 1981

Tech
Grant - test eq
Membership

Joann Anderson

instal costs
are legit contribution

late June

Jt mtg 2/8/81 N7 PM
? where ? entertainment ? refreshment

Ann
? fund status
get to Barbara

Church
Rev Blakeney
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CRIS
Narrative -
Open c̄ phrase describing purpose of
the project,

10:50

Corgard 40 mg 7 AM
Dyazide bid

Office of the President
MOUNT HOLYOKE COLLEGE
South Hadley, Massachusetts 01075
Telephone 413 538-2500

February 16, 1981

Dr. Paul Ryack
Health Center
Mount Holyoke College

Dear Paul:

You have no doubt noticed that the FCC did, on January 30, 1981m eliminate the deadline for non-commercial class D FM stations in filing to increase their facilities in the reserved band.

This is good news for us.

Cheers,

Elizabeth Kennan

April 15, 1981

Elizabeth T. Kennan, President
Mount Holyoke College
South Hadley, MA 01075

Dear President Kennan:

It is with deep regret that I must inform you of my resignation from the WMHC Advisory Board due to a conflict in my academic schedule of Five College, Inc.

Sincerely,

Donna Aronson

Donna Aronson
Five College Asst. Professor
of Theatre

DA:bb

cc: Paul Ryack
Health Center

APR 2 3 1991

Fall workshop - required

? Sept 19 (Sat) all day

Where is the money?

What can Development do?

Are we really not marketable?

Station person at Student Affairs Comm -

Jim Ellis

Music - ? Bands

Zimmermans

Trimpex®

trimethoprim/ROCHE

5/6/81

$1143.20

ON 1/5 dis

Alum mailing - by 20th OCT
~200 - must ✓ adrs, design brochure
- c̄ Austen. ? $5000 ? letter + brochure envelope

15-20 [illegible]
[illegible] schools
Applied

$115 mil applications

ROCHE

Trimpex®
trimethoprim/ROCHE

Robinson –
Senate agreed $21.7
Assume
Pres. revision requires –
no [illegible] –
Hope for 12.8
Applications on ice

ROCHE

W. THEODORE PIERSON
HAROLD DAVID COHEN
WILLIAM F. WETMORE, JR.
WILLIAM A. GEOGHEGAN
DAVID MACHANIC
WILLIAM S. GREEN
J. LAURENT SCHARFF
FRANCIS T. COLEMAN
THOMAS C. FOX
WILLIAM H. FITZ
STEPHAN E. LAWTON
GEORGE R. CLARK
JOHN R. ERICKSON
PHILIP L. VERVEER
R. N. DUNAGAN III
RICHARD M. SINGER
NORMAN L. EULE
JACK N. GOODMAN
VAUGHN W. ROYAL
MICHAEL F. MARINO III
~~JERALD N. FRITZ~~
LAWRENCE E. CARR III
JAMES K. JACKSON
KARL W. SONNEMAN
KENNETH GROSS
JAMES H. HUTCHINSON III
MARNIE K. SARVER
GERTRUDE J. WHITE
LINDA S. MARASCO

HARRISON T. SLAUGHTER
DEAN BURCH
ROBERT B. YORTY
WILLIAM O. BITTMAN
PETER D. O'CONNELL
VIRGINIA LEE RILEY
W. THEODORE PIERSON, JR.
JAMES J. FREEMAN
BRIAN A. JOHNSON
FREDERIC T. SPINDEL
GORDON W. HATHEWAY, JR.
MARK J. TAUBER
JOHN J. DUFFY
L. L. HANK HANKLA
MICHAEL E. MINNIS
JUDITH L. HARRIS
JOEL M. HAMME
BENJAMIN J. GRIFFIN
BENJAMIN F. P. IVINS
MAURICE BASKIN
ELIZABETH CARDER
E. MICHAEL FLANAGAN
LINDA SCHNEIDER
JOSEPH M. SELLERS
EUGENE TILLMAN
THOMAS J. McGEADY *
JOHN A. RITCHIE
JAMES M. SMITH
SUE D. BLUMENFELD *

* NOT A MEMBER OF D.C. BAR

Pierson, Ball & Dowd
1000 Ring Building
1200 18th Street, N.W.
Washington, D. C. 20036

TEL. (202) 331-8566
CABLE ADDRESS "PIERBALL"

OKLAHOMA OFFICE
CITY NATIONAL BANK TOWER
SUITE 750
OKLAHOMA CITY, OKLA. 73102
TEL. (405) 235-7686

COUNSEL
THOMAS N. DOWD
ROBERT B. HANKINS

LOWELL J. BRADFORD
RETIRED (1980)

August 17, 1981

Mr. Paul Ryack
Mount Holyoke College
South Hadley, Massachusetts 01075

Dear Paul:

This will confirm our conversation of last Friday regarding the status of WMHC's application to increase power to 100 watts. All legal review of the application has been completed and all but a final, routine engineering check has been made. I am told by the Commission staff that they have found no problems, either of a legal or technical nature, with the application.

Because of the request for funding from the National Telecommunications & Information Agency (NTIA) through its Public Telecommunications Facilities Program (PTFP), the FCC application must receive further review by and is presently in the hands of the Commission's NTIA liason, Allen Myers. I will call Mr. Myers on August 24th upon his return to Washington to confirm that the FCC will complete its review and grant the application as soon as a decision is made by NTIA regarding the funding request. As you and I discussed, I will also attempt to confirm with Mr. Myers that the FCC application is grantable, whether or not an NTIA grant is forthcoming, since the lack of additional funding would prohibit certain desired improvements, but would not preclude the increase in power from 10 to 100 watts contemplated by the FCC application.

Naturally, if there is anything further that we may do for you regarding this matter, please give us a call.

Sincerely,

PIERSON, BALL & DOWD

Marnie

Marnie K. Sarver

MKS:cps
cc: Mrs. Elizabeth Kennan
Harrison T. Slaughter, Esq.

Office of the Dean of Students
MOUNT HOLYOKE COLLEGE
South Hadley, Massachusetts 01075
Telephone 413 538-2550

August 18, 1981

To: President's Office
Gwen Glass
Members of the WMHC Advisory Board

From: Rita A. Byrne, Associate Dean of Students

Re: Update of NTIA Grant Application for WMHC

On August 11, 1981 my office received a memo from NTIA and a copy of the July 30, 1981 Federal Register. Good news! The Register lists us among those applications "accepted for filing". In addition, we must now publish in a newspaper serving the South Hadley community a notice of our intent. You will find enclosed copies of the NTIA memo, the Federal Register listing, and a copy of the notice to be run in the Holyoke Transcript Telegram.

Now we must await the actual decision on our application. John Cameron, the Public Telecommunications Facilities Program Director indicates in the August 7, 1981 memo that they hope to ammounce these awards in October. Let's hope for the best!

Enclosures
cc: Ruth E. Warfel

Notice: The Trustees of Mount Holyoke College, South Hadley, Massachusetts 01075 have filed with the Department of Commerce, National Telecommunications and Information Administration, a request for funds of $19,321.00. File number 1681CRB requests this money to increase power of WMHC-FM in South Hadley from 10 to 100 watts and to provide stereophonic production equipment. A copy of this request may be inspected by the public 9:00 a.m. to 5:00 p.m. from August 20 to August 28 in Room 105 Mary Lyon Hall on the Mount Holyoke College campus.

Mailing

[illegible] — [illegible]

[illegible] — ([illegible]) ([illegible])

[illegible] [illegible] [illegible] [illegible]

[illegible]

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Timing

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[illegible] } Sept/Oct

[illegible] [illegible] [illegible] "AF [illegible]

[illegible] [illegible] — [illegible] x [illegible]

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[illegible] —

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[illegible] [illegible] [illegible] [illegible]

Mailing [illegible] —

[illegible]

[illegible]

[illegible]

[illegible] [illegible] — [illegible]

Office of the President
MOUNT HOLYOKE COLLEGE
South Hadley, Massachusetts 01075
Telephone 413 538-2500

January 9

Dear Paul -

What splendid news!
Your appointment to
the Commerce Department.

Good luck!

Liz

Attention all you "on-air talents": please welcome the following people to the Board of Directors:

Special programming director → Janet Kendall (x 3613) -

co-publicity directors } Eve Epstein (x 2402) & Pam Ching (x 2428)

business manager } Mary Roethel (x 2063)

If you like being on the air, you'll love being a "staffie". Call these women if you would like to get involved in a staff. Get Involved!!!

Also:

On October 22 at 7:30 pm, there will be a meeting for students who are not on the air this semester but wish to be on the air next semester. The meeting will be held in the WMHC studio. Tell your friends to come and see what it's all about.

On October 23 from 8-10 pm, WMHC will be having a Music Trivia Contest. Your hostesses: Kris Kittle, Ann Messersmith and Lestie Mills. Turn the station on & test yourself!

On November 12 from 9-11 pm, there will be a Soap Opera Trivia Contest on WMHC. Get ready, Soap fans.

ON NOVEMBER 7th, WMHC will be throwing a party in Abbey/Buckland's Dining Room. The Dark, a progressive new wave band from Boston, will be playing. Admission will be free for WMHC DJ's & staffies, $1.50 for everyone else. College I.D. required. Get psyched!!!

Paul
Ryack
Faculty